
User Manual V1.2
Written by SC – October 18th 2006
Updated by SC – December 19th 2006
Mercury version: 1.1i

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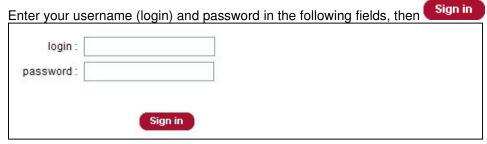
7.1.1- Vessels

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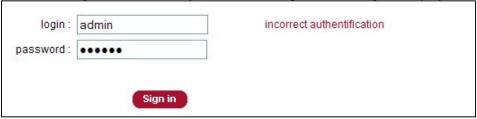
Access to database Mercury

Open your web-browser (Internet Explorer, Firefox...) According to Bourbon IT department, you might access through the specified url provided.

1- Login Page



If incorrect Login/Password is input, then following error message is displayed:

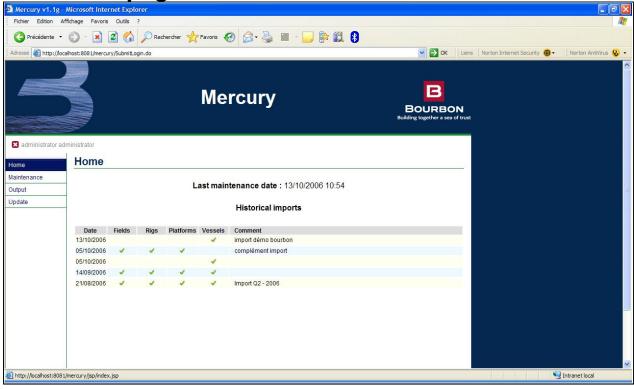


If you have forgotten your username/password, default login for Administrator is:

Login: admin

Password: password

2- Home page



Mercury application Home Page shows the following information:

• User first name and last name



• Main menus



• Date of last database modification





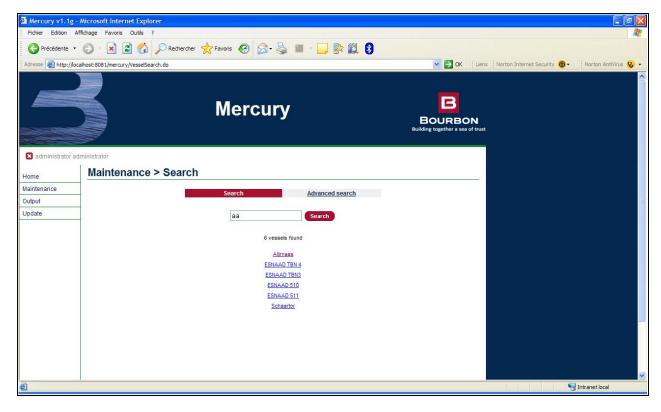
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3- Maintenance Menu



3.1- Search sub-Menu

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In the search menu, you might select vessels directly from their name or part of their name.



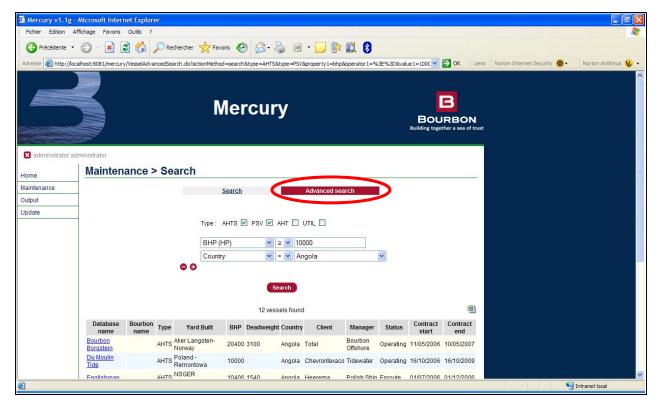
The engine searches characters in both Petrodata name and Bourbon name of the vessel.

Clicking on the name of a vessel sends you directly to the modification page.

3.2- Advanced Search

You might also use the 'Advanced search' tool to select vessels:

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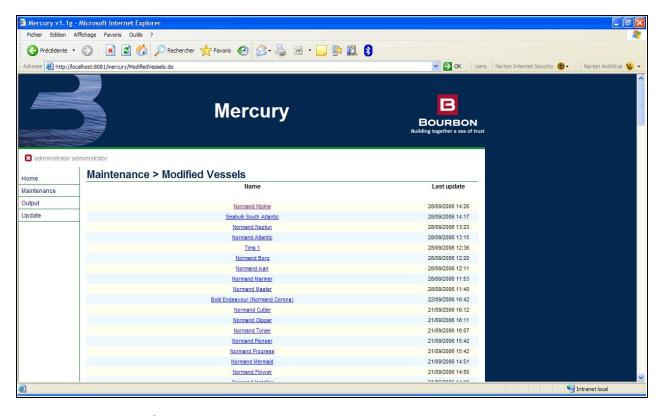
To add/Delete a criteria, use the Douttons;

The Search button returns the number of vessels found and lists them, displaying main characteristics. You can export to excel the results with the full characteristics by clicking on the button.

3.3- Modified vessels

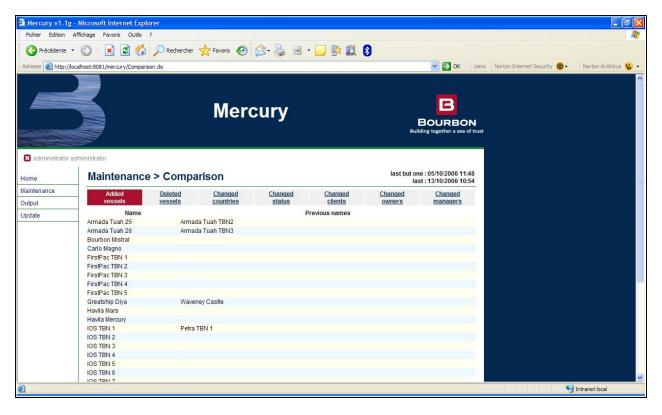
This option lists and sorts by date all the vessels that have been modified.

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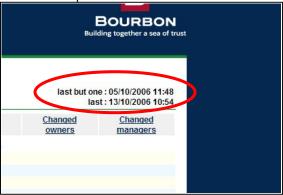


3.4- Comparison

Through this option, you might compare some characteristics of vessels that have been changed in Petrodata between the current import and the previous one.



The two compared databases are listed in the top-right corner of the screen:



Click onto the appropriate characteristic to list results:

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3.5- Add vessel

If you need to add a new vessel in the database, select this option, then enter the name of the vessel you want to create.

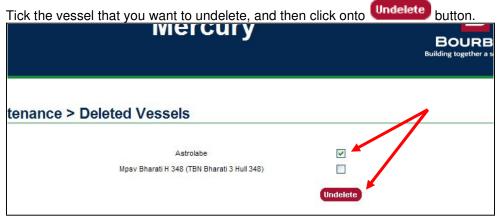
After validation through the Add button, you will be sent to the modification page of this new vessel.

Alf the vessel you want to create already exists, you will have the following error message displayed:



3.6- Deleted vessels

If you have deleted a vessel in the modification page, you might undelete it through this option.

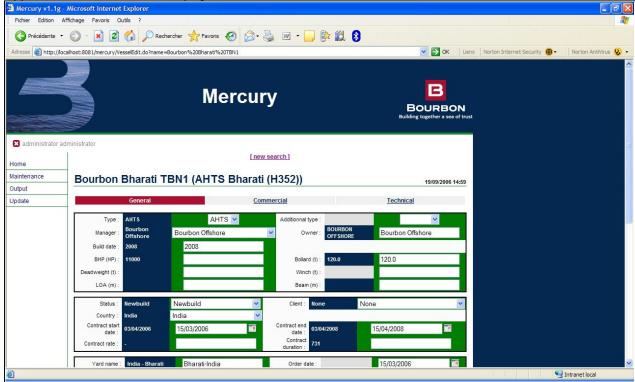


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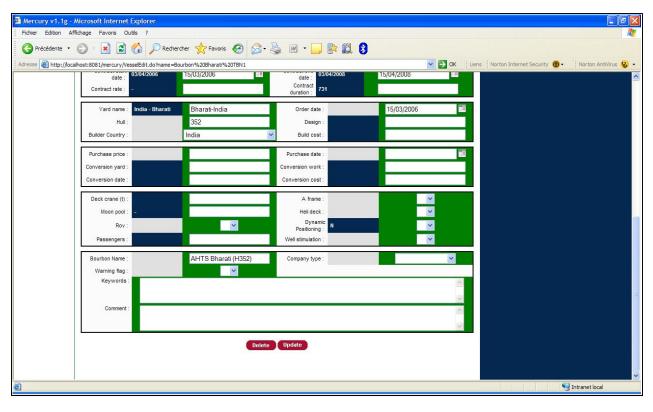
4- Modification Page

The modification page of a vessel allows you to display ODS Petrodata information, complete this information through Bourbon Q/A and add specific information defined by Bourbon.

Upper Part of the modification page:



Lower Part of the modification page:



The modification page displays the following information:

4.1- ODS Petrodata name (and Bourbon Q/A name):



4.2- Last modification date:

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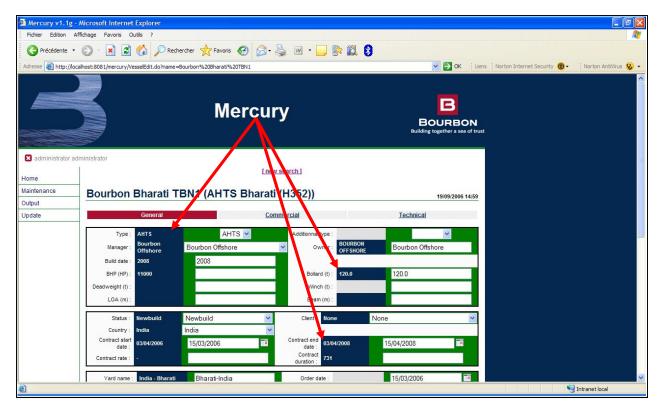


4.3- Three groups of informations: General, Commercial and Technical



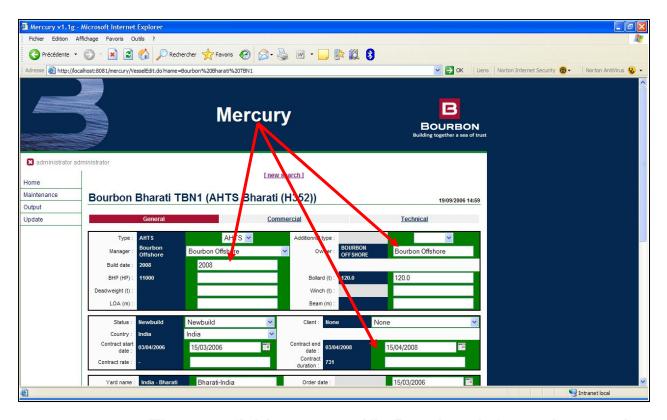
4.4- ODS Petrodata information are displayed in White/Blue:

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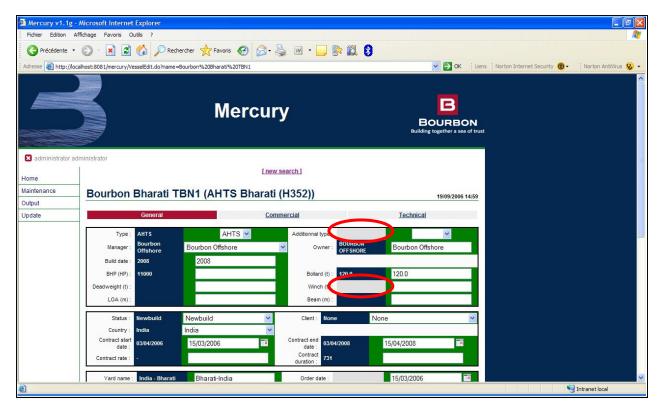
4.5- Bourbon Q/A information are displayed in the green areas:

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4.6- The grey fields are specific Bourbon informations and are not provided by ODS Petrodata:

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4.7- Modifying information

Once you have completed information, do not forget to validate it by clicking the Update button in the lower part of the modification page.

You can also delete the vessel, using the Delete button.

If you need to undelete the vessel, please see this section

5- Output Menu

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5.1- Graphs

The graphs menu allows user to generate pre-defined graphs, through simple parameters.

For all the graphs, select your criteria then click on to Generate. This displays the graph and allow user to export it in .PNG or .PDF format (buttons and are respectively).



When you select competitors or clients criteria, you have the choice between:

All: all competitors/clients will be included

First Ten: the ten max calculated values of competitors/clients will be included

Marked: Only the flagged competitors/clients will be included (see section Bourbon managers and Bourbon clients)

5.1.1- Fleet competitors

Displays the number of vessels (AHTS and/or PSV) per competitors (All / First Ten / Marked) according to their status and their Country / Sub-region /

Vessels are segmented between Deep and Shallow (see section parameters)

5.1.2- Fleet clients

Same as previous graph but for clients instead of competitors

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5.1.3- Fleet age

Displays the number of vessels (AHTS and/or PSV) per age for selected competitors (All / First Ten / Marked) and according to their status and their Country / Sub-region / Region

Vessels are segmented between Deep and Shallow (see section parameters)

5.1.4- Vessels

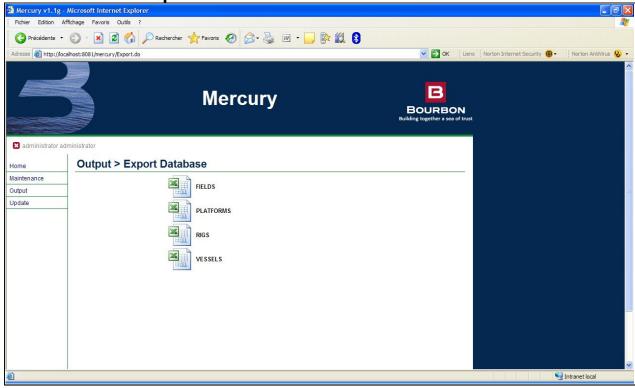
Displays a world map of vessels according to the selected competitors (All / First Ten / Marked) and to their segment (Deep/Shallow - see section parameters) and to their Status

Displays a world map of the types of rigs according to their status

5.1.6- Platforms

Displays a world map of the types of platforms (Fixed/Floating) according to their Status. User can select manned and/or unmanned platforms.

5.2- Export database



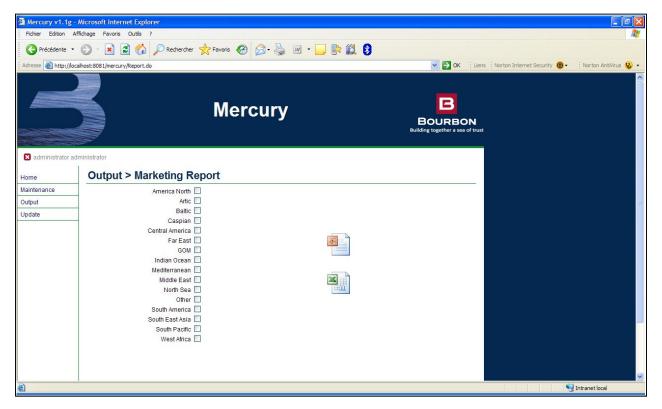
This option allows you to export in excel format all the databases including Bourbon Q/A.

5.3- Marketing Report

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The marketing report is auto generated through this menu.

You can export results directly into Power Point presentation or through Excel spreadsheets for all the calculations



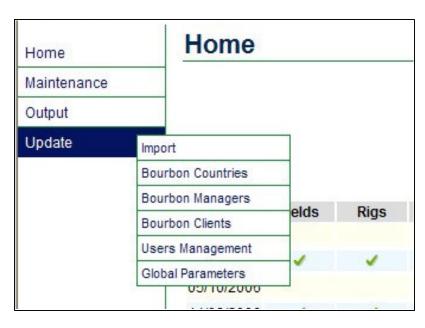
Select the regions you wish the report. You can select one or more region.

If you do not select any region, Mercury will produce a worldwide report.

Before producing a report, do not forget to check global parameters in this section.

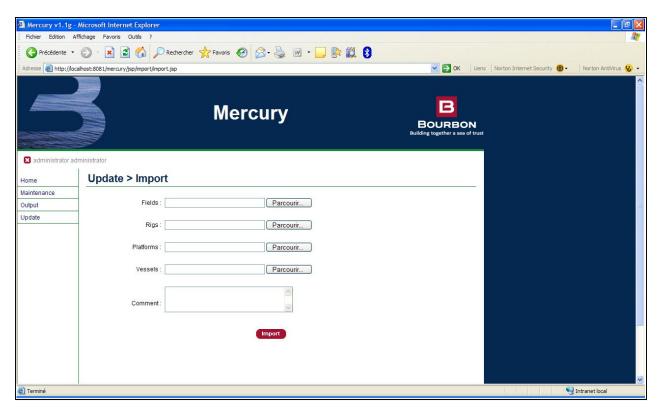
6- Update Menu

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6.1- Import

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This menu allows user to import new CSV files into Mercury. See the Full import procedure here.

For one ore more CSV file, browse the corresponding field, add a comment if necessary and click onto



After a few time, and when import is accomplished, Mercury displays:

The total of lines imported for each database;

The number of new managers;

The number of new clients:

The number of new countries;

6.2- Bourbon Countries

Under this section you will be able to manage Bourbon and imported databases countries. This management is fundamental for the whole application as it links the different databases each other:

Fields-rigs-platforms and vessels with Q/A

Several operations are available:

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Update > Bourbon Countries

Bourbon Add/Delete Countries Countri

6.2.1- Bourbon countries

This option lists all the Bourbon countries with their links to Sub-regions and Regions.

6.2.2- Add/Delete Countries

In this section you can create new Bourbon countries.



 $\stackrel{\frown}{\square}$ When you create a new country, it is compulsory to link it to a Sub-region.

🔼 In this section you can also create/delete sub-regions and regions, but it is not recommended as this could interfere with Mercury functionalities: predefined graphs, marketing report...

6.2.3- Modify Countries

In this section you can change the associations between a country and its sub-region.

You can also rename a country.

You can do these operations for Sub-regions and Regions, but it is not recommended as this could interfere with Mercury functionalities: pre-defined graphs, marketing report...

6.2.4- Associations Control

As a time to time check, you should always have the following display in this section:

No country without subregion No surbregion without region

If not, please check the missing associations under section 'Modify Countries'

6.2.5- Database Countries

This section lists all the countries in all the imported databases (Fields, rigs, platforms and vessels) with their corresponding Bourbon Country.

6.2.6- Link Names

This section is very important.

Each country from an imported database which is not linked to a Bourbon Country is displayed here.

Select the corresponding Bourbon Country and validat (if the corresponding Bourbon Country does not exist, please create it under section 'Add/Delete Countries')

Repeat this action until no more country is not linked.

You should then have the following Display:

No country without link

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6.2.7- History

This section displays all the actions made onto countries, subregions and regions. These actions are sorted by date. Display shows the type of action made, the old and the new value.

6.3/6.4- Bourbon Managers / Bourbon Clients

Management of Bourbon Managers (VS owners) and Bourbon Clients are the same way. Purpose is to group all the managers and clients into specific managers and clients defined by Bourbon.

Intranet local

You can also 'Flag' some of them to activate the pre-defined graphs function 'Marked'. See section here

6.3.1 - Database Managers/Clients

This section displays all the Managers/Clients and their Bourbon corresponding name. Mercury v1.1g - Microsoft Internet Explore Fichier Edition Affichage Favoris Outils ? O Précédente * O Rechercher Province Pr Adresse Adresse http://localhost:8081/mercury/DBClients.do OK Liens Norton Internet Security (Norton AntiVirus V + В Mercury **BOURBON** Update > Bourbon Clie Maintenance Bourbon Output Update Database Acergy Acera Addax Addax Adti Adti Af Decom As Af Decom As Agiba Agiba Agip Agip Agip Petroli Agip Petroli Aker Marine Aker Marine Alam Maritime Alam Maritime Alcan Alcan Allseas Allseas Amerada Hess Amerada Hess Angola Drilling Company Angola Drilling Company

6.3.2- Bourbon Managers/Clients

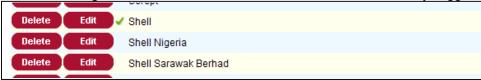
This section lists all the Bourbon Managers/Clients, shows if they are 'Marked' ✓, and allows to manage them.

Example with Shell (Client)

The section lists:

Terminé

Shell - Shell Nigeria - Shell Sarawak Behrad. Note that 'Shell' is already flagged/marked: ✓



We want to group Shell Nigeria and Shell Sarawak Berhad into Shell.

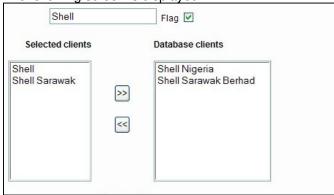




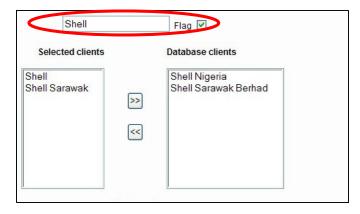
Step 2:



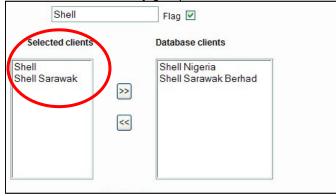
The following screen is displayed:



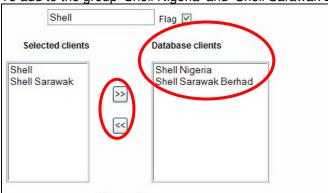
The bourbon name is Shell, and this client is flagged/marked:



Under Shell, are already grouped the 'Shell' and 'Shell Sarawak' Clients:



To add to the group 'Shell Nigeria' and 'Shell Sarawak Berhad' move them from one list to another using the buttons.



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You reach to:



Step 3 and Final:

Click onto Update to validate the operations.

6.5- Users management

This section lists all the Mercury users and allows to Add/Edit/Delete them.

6.6- Global Parameters

These general parameters are used for the pre-defined graphs and the marketing report. Be sure you have the good values before publishing graphs and reports.

6.6.1- Deep Fields

This is in meters the deep/shallow frontier. At this date it is fixed to 500m

6.6.2- Deep Vessel AHTS

This is in tons (t) the technical criteria (BHP) that defines if a vessel is to be considered as deep capable or not. It is fixed today to 10,000

6.6.3- Deep Vessel PSV

This is in tons (t) the technical criteria (DWT) that defines if a vessel is to be considered as deep capable or not. It is fixed today to 2,000

6.6.4- Maximal wells

This parameter is used for the marketing report.

It gives the maximum number of wells that, in average, a rig drills per year anywhere in the world.

Changing this parameter has direct consequences in forecasted drilling growth calculated for the marketing report. It is fixed today to 5

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6.6.5- Vessel type

Not used

6.6.6- Future semesters

Number of future semesters for the marketing report calculations and graphs

6.6.7- Past semesters

Number of past semesters for the marketing report calculations and graphs

7- Full Import Procedure

7.1- export data from database providers

7.1.1- Fields and Platforms databases

Access to www.infield.com

matthew.rigdon@bourbon-online.com Login as:

mf1062zk Password:

You might need to enter again login/password

Access to

Client Centre for Information and Downloads



Download your Current Client File !!

Choose

Save the proposed ZIP file on your hard drive.

UNZIP the saved file and note the 2 files that are interesting: Fields.csv Platforms.csv

7.1.1- Rigs

Access to Petrodata on www.ods-petrodata.com

Select the menus: [Online Products] – [World System Online]

Login as: beatrice.fouchard@bourbon-online.com

Password: Bourbon1

Select the menus: [My WORLD] – [My saved views]

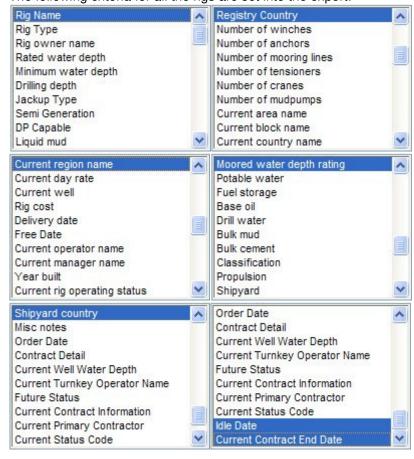
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Select the view [Bourbon import] by clicking on it.

On the section [Rigs], tick the box [Select All Rigs in Database]

To download and save your file on your hard drive, click onto Download

The following criteria for all the rigs are set into the export:



7.1.1- Vessels

Access to Petrodata on www.ods-petrodata.com

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Select the menus: [Online Products] – [Marine base] Login as: beatrice.fouchard@bourbon-online.com
Password: Fouchard06

In the list [My saved queries], select the query [Mercury Data]
Once query is executed (you see all data on screen), select [Download Results] and save the file on your hard drive.

The query is composed of the following criteria:

Query Vessel Names								
Search and select the ve	ssel name from the list	below, and click on 'View >>' to see w	vessel details.					
	<u>Fin</u>	d >> A.H. Genova	• <u>View >></u>					
Query Vessel Contracts								
Tick the boxes that relate one.	to the criteria you wan	t to search on. In the lists, double click	c on the names you want to search on to m	ove them from the left side list to the righ				
Select Vessel Type:	✓ Select All	Anchor handling tug	Anchor handling tug/supply	Platform supply vessel				
	Utility/Workboat							
	✓ Tick the box or	n the left to view 'Vessel Type' in your	result set.					
Select Vessel Status:	✓ Select All	En Route	Idle / laid up	Inshore				
	Newbuild	Operating	Spot market					
	Tick the box or	n the left to view 'Vessel Status' in you	ur result set.					
Select Vessel Region:	✓ Select All	Central and South America	India, Far East, South East Asia	Mediterranean and Middle East				
	North America	Northern Europe	West Africa					
	Tick the box or	the left to view 'Subnational Region	' in your result set.					
	Tick the box on the left to view 'Otherwise Unspecified Location' in your result set.							
	✓ Tick the box on the left to view 'Region' in your result set.							
	✓ Tick the box on the left to view 'From Region' in your result set.							
	✓ Tick the box on the left to view 'From Country' in your result set.							
Select Manager:	If you want to search for a specific manager, search for and highlight the name(s) in the list below on the left with your mouse, and use the ">>" arrows to move it to the right hand side.							
	Find >>							
	<u>>></u>							
	≤ ≤							

ACKARA CORP

Tick the box on the left to view 'Manager' in your result set.

Select Client:

If you want to search for a specific client, search for and highlight the name(s) in the list below on the left with your mouse, and use the ">>" arrows to move it to the right hand side.

	Find >>	
-	4.	
Acergy Adams Offshore	<u>>></u>	
ADC Addax	<u><<</u>	

Tick the box on the left to view 'Client' in your result set.

In the fields below, enter the values you want to search on. If you don't want to search on a field, don't enter a value. You may specify a lower and upper range in some cases, and in others you can enter text to find matching vessels. Click in the box on the right of the search field to view it in your table of results.

Deck

Deck Length	From	То	Tick the box on the left to view 'Deck Length' in your result set.
Deck Width	From	То	✓ Tick the box on the left to view 'Deck Width' in your result set.
Deck Area	From	То	✓ Tick the box on the left to view 'Deck Area' in your result set.
Deck Cargo	From	То	✓ Tick the box on the left to view 'Deck Cargo' in your result set.
Towing Pin Total Number	From	То	✓ Tick the box on the left to view 'Towing Pin Total Number' in your result set.
Towing Pin Total Capacity	From	То	✓ Tick the box on the left to view 'Towing Pin Total Capacity' in your result set.
Select Towing Pin:	If you want	to search for a specific	c TowingPin, search for and highlight the name(s) in the list

If you want to search for a specific TowingPin, search for and highlight the name(s) in the list below on the left with your mouse, and use the ">>" arrows to move it to the right hand side.

	Find	<u>>></u>	
(2) PNEUMATIC			
1 2X2	<u>>></u>		
3 X 450 MM 300X600	<<		
		1	

Tick the box on the left to view 'Towing Pin' in your result set.

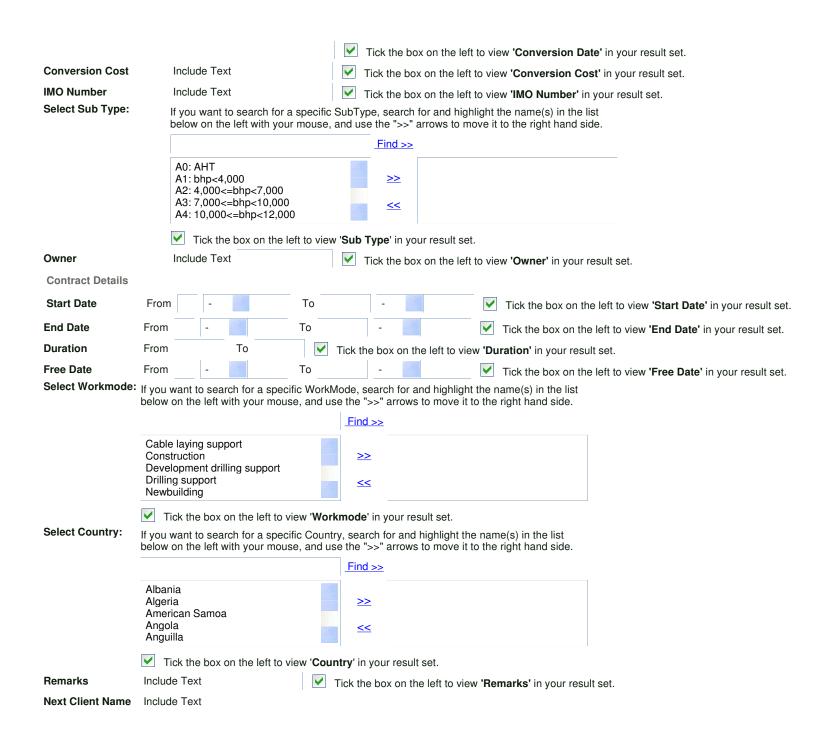
Winch Total Capacity
Winch Total Number
Select Winch Type:

From	То	~	Tick the box on the left to view 'Winch Total Capacity' in your result set
From	То	~	Tick the box on the left to view 'Winch Total Number' in your result set.

If you want to search for a specific WinchType, search for and highlight the name(s) in the list below on the left with your mouse, and use the ">>" arrows to move it to the right hand side.

					Find >>	≥				
		1X6+2X10 CA 2X10 CAPSTA 2X10 CAPSTA	120T FORECASTLE 1X6+2X10 CAPSTAN 2X10 CAPSTAIN 2X10 CAPSTAN 2X10 CAPSTANS			>>> <<				
		✓ Tick the b	Tick the box on the left to view 'Winch Type' in your result set.							
Shark Jaw Total Number		From	To	~	Tick the be	box on the left to view 'Shark Jaw Total Number' in your result	set.			
Shark Jaw Total	Capacity	From	То	~	Tick the be	pox on the left to view 'Shark Jaw Total Capacity' in your result	t set.			
Select Shark Jaws:						ch for and highlight the name(s) in the list " arrows to move it to the right hand side.				
					Find >>	≥				
		2 X 500 2X165MM/750 2X500 Giant Jaws Htd. Retractab			>> <<					
Basic Vessel S	necifications		ox on the left to	view Snai	rk Jaws in	n your result set.				
BHP	From	То	✓ Tick t	h		view IDUDI in view would not				
						view 'BHP' in your result set.				
Year Built	From	То				riew 'Year Built' in your result set.				
Deadweight	From	To	_			riew 'Deadweight' in your result set.				
Max Draft	From	То		ie box on t	he left to vi	riew 'Max Draft' in your result set.				
L.O.A.	From	То		e box on t	he left to vi	view 'L.O.A.' in your result set.				
Bollard	From	То	Tick th	ie box on t	he left to vi	view 'Bollard' in your result set.				
Beam	From	То	✓ Tick th	ie box on t	he left to vi	view 'Beam' in your result set.				
Design	Include Tex	t	✓ Tick th	e box on th	ne left to vie	iew 'Design' in your result set.				
Build Details										
Yard Built	Inc	clude Text	V	Tick the	box on the	e left to view 'Yard Built' in your result set.				
Conversion Yar	d Inc	lude Text	~	Tick the	box on the	e left to view 'Conversion Yard' in your result set.				
Conversion Wor	r k Inc	lude Text	~	Tick the	box on the	e left to view 'Conversion Work' in your result set.				
Previous Names Include		lude Text	~	Tick the	box on the	e left to view 'Previous Names' in your result set.				
Previous Owner	rs Inc	lude Text	~	Tick the	box on the	e left to view 'Previous Owners' in your result set.				
Build Cost	Inc	lude Text	~	Tick the	box on the	e left to view 'Build Cost' in your result set.				
Conversion Date	e Fro	om To	,			•				

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	✓ Tick	the box on the	left to view 'B	ow Thruster	rs' in your result set.				
Stern Thruster Total Number	From	То		Tick the b	oox on the left to view 'Stern Thruster 1	otal Number' in your result se			
Stern Thruster Total Power	From	То		Tick the b	oox on the left to view 'Stern Thruster 1	otal Power' in your result set.			
Select Stern Thrusters:	If you wa below on	nt to search for the left with yo	r a specific Ste our mouse, and	rnThruster, s d use the ">>	search for and highlight the name(s) in the arrows to move it to the right hand side	ne list e.			
				Find >:	≥				
	azimuth	aster Contaz 25	i	<u>>></u>					
		ntrol pitch ntrollable pitch		<u><<</u>					
	✓ Tick	the box on the	left to view 'S	tern Thruste	ers' in your result set.				
Select Fuel Type:	If you wa below on	nt to search for the left with yo	r a specific Fue our mouse, and	elType, seard d use the ">>	ch for and highlight the name(s) in the lis " arrows to move it to the right hand side	it ə.			
				Find >	≥				
	- 2-600 S 690			>>					
	DIESEL	+HEAVY TO 10	000 SEC	<u><<</u>					
	✓ Tick	the box on the	left to view 'F	uel Type' in	your result set.				
Fuel/speed-econ	Include ⁻	rext		Tick the b	oox on the left to view 'Fuel/speed-econ	' in your result set.			
Fuel/Speed-max	Include	Гехt	<u> </u>	Tick the b	oox on the left to view 'Fuel/Speed-max'	in your result set.			
Miscellaneous									
Dynamic Positioning		Both	Yes No	✓ Tick	the box on the left to view 'Dynamic Po	ositioning' in your result set.			
Select Dynamic Positioning Cla		If you want to search for a specific DPClass, search for and highlight the name(s) in the list below on the left with your mouse, and use the ">>" arrows to move it to the right hand side.							
					Find >>				
		1 2 3							
		<u><<</u>							
		✓ Tick the bo	ox on the left to	o view ' Dyna	mic Positioning Class' in your result se	et.			
MoonpoolBreadth		From	То	✓	Tick the box on the left to view 'Moonpo	olBreadth' in your result set.			
MoonpoolWidth		From	То	✓	Tick the box on the left to view 'Moonpo	olWidth' in your result set.			
Deck Crane		From	То	✓	Tick the box on the left to view 'Deck Cr	ane' in your result set.			
Survivors	From	To							

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			Tick the box on the left to view 'Surv	vivors' in your result set.		
Passengers	From	То	Tick the box on the left to view 'Pass	sengers' in your result set		
Select Fire Fighting Class:	If you want to	search for a sp	ecific FireFightingClass, search for and highlight	the name(s) in the list		
	below on the l	eft with your mo	ouse, and use the ">>" arrows to move it to the ri	ght hand side.		
			Find >>			
	1 2 3		>>			
			<u><<</u>			
	✓ Tick the b	oox on the left to	o view 'Fire Fighting Class' in your result set.			
Oil Recovery	Include Text		Tick the box on the left to view 'Oil R	ecovery' in your result se		
Select Flag:	If you want to search for a specific Flag, search for and highlight the name(s) in the list below on the left with your mouse, and use the ">>" arrows to move it to the right hand side.					
			<u>Find >></u>			
	Antigua Australia Azerbaijan Bah Bahamas		>>> <<			
		oox on the left to	o view ' Flag ' in your result set.			
Select Positional Control:	If you want to	search for a sp	ecific poscon, search for and highlight the name(ouse, and use the ">>" arrows to move it to the right	s) in the list ght hand side.		
			Find >>			
	AEG DP FCM FMC GEC		>> <<			
	✓ Tick the b	oox on the left to	o view 'Positional Control' in your result set.			

7.2- import CSV files into mercury
In Mercury, select the menu Update>Import
Browse the CSV files you just downloaded and saved onto your hard drive, as per 6.1 Import
After the download, you might being asked to update and link new countries as per 6.2 Bourbon Countries